

BUREAU OF THE BUDGET

February 5, 1960

Dear Mr. Roth:

This is in response to your interdepartmental suggestion referral No. CS 59-55.

The employee suggests that all existing travel laws and regulations be replaced by a new law and regulations under which an employee would be paid for his travel between duty points on the basis of an approved travel order and a request for payment, without having to submit a travel reimbursement voucher. The payment would cover subsistence and incidental expenses and would be in the amount to be provided in a "World Travel Allowance Table" for travel between the duty points involved and by the mode of transportation used by the traveler. The Table would contain amounts of payment between all points in the world. In addition, the traveler would be reimbursed for the cost of transportation. The employee also suggests that, if the "World Travel Allowance Table" should be too complex or costly to maintain, a "World Mileage Guide" be compiled of distances between all points in the world. The traveler under this method would be paid for the distance between his duty points at a statutory mileage rate. Under either method, he would be paid per diem for the time spent at a temporary duty point under the present laws and regulations.

The proposal for a "World Travel Allowance Table" essentially is the same one which was considered several years ago by the State Department, but was not adopted because of its complexity. The compilation of a "World Travel Allowance Table" to cover "travel to and from all points of the world" would require a vast amount of work and would need constant review so that appropriate changes could be made from time to time. Under the proposal, the amount of payment would cover subsistence expenses and incidental expenses. Incidental expenses which are reasonable are incurred by travelers in varying amounts, or not at all, depending upon the circumstances of a trip. Any amount included in the Table for such expenses would be arbitrary and unrelated to any particular trip. Under the alternate proposal, the compilation of a "World Mileage Guide" to cover all modes of transportation and distances between all points in the world would likewise be complex. The mileage rate, to be established by law and to be multiplied by the applicable distance between two duty points, would result in a payment to the traveler which would be unrelated to his actual expenses.

It is questionable whether the savings anticipated by the employee would materialize. The savings are expected to result from the elimination of the travel reimbursement voucher. The travel order is simply an

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☐ This document contains nothing of CIA interest.

authorization or direction to travel to certain places for temporary duty. It would be necessary to have some type of certification to show that the travel was performed either as ordered or as modified by necessity. In addition, the proposal provides for the continuance of the present system for payment of per diem and other expenses while a traveler is at his temporary duty point. Thus, a reimbursement voucher would be required for each trip and very little of the information now required could be eliminated under the proposal.

Although, for the reasons stated above, the employee's suggestion is not being recommended for adoption, he is to be commended for his interest in improving administrative processes of the Federal Government.

Sincerely yours,

/s/
Administrative Assistant
to the Director